

# **ARIZONA CORPORATION COMMISSION**

## **APPLICATION FOR AN EXTENSION OF CERTIFICATE OF CONVENIENCE AND NECESSITY**

### **WATER AND/OR SEWER**

#### **General Information:**

The attached forms have been prepared by the Utilities Division of the Arizona Corporation Commission to assist Applicants filing for an extension to the area covered by an existing Certificate of Convenience and Necessity. The information required in this application corresponds to the provisions of Arizona Revised Statutes Section 40-101 et. seq., and the Arizona Administrative Code R14-2-402.C/R14-2-602.B.

Use of the attached form is suggested, unless, a formal pleading format is used by an attorney. The information requested in this application must be included within the pleading.

Attachment "A" is a sample of a transmittal letter addressed to the Utilities Division Docket Control Center. Please add information to the letter indicating the purpose and reasons for the application. This format should be used unless you are using a Company letterhead. Place this letter at the beginning of the application. Keep this instruction sheet for your information. Do not attach it to the application.

#### **Instructions :**

1. Complete the forms accurately and attach all required documents. This will expedite the processing of the application.
2. Complete all the items that apply to your utility. If an item requested does not apply, mark it "Not applicable" or "N/A". If you do not complete an item, processing of your application could be delayed.
3. If the space provided is insufficient, put the information on a separate sheet of paper and label it clearly.
4. If an item is to be filed at a later date, mark the item "to be late filed by" and give the date by which it will be filed.

5. Have the application notarized.
6. Submit an original and ten copies of this application.
7. **NOTICING:** Notice of the application should be provided to all property owners in the proposed extension area, as well as to all customers and property owners in the existing certificated area. If there are fewer than 100 property owners in the extension area and/or customers in the existing area, notice should be mailed to them within 15 days after the application is filed. If there are more than 100 property owners in the extension area and/or customers in the existing area, notice should be given by mail or by publication at least once in a newspaper of general circulation in the service area within 15 days after the application is filed. Proof of notice should be filed with the Commission within 10 days after the notice was mailed or published. Hearings will always be held pursuant to law. The Hearing Officer will specify any additional notice in a Procedural Order. Attached as Attachment “C” is a form of notice to be provided in accordance with the above instruction.
8. If you plan to finance plant through debt (long term loans) or equity (stock issuance) a separate financing application must be made with separate notice to the public. A requirement sheet for filing a financing application will be provided to you at your request.

**Filing:**

When you have completed the application, mail or deliver it to:

Docket Control Center  
Arizona Corporation Commission  
1200 W. Washington Street  
Phoenix, Arizona 85007

# ARIZONA CORPORATION COMMISSION

## APPLICATION FOR AN EXTENSION OF CERTIFICATE OF CONVENIENCE AND NECESSITY

### WATER AND/OR SEWER

A. The name, address and telephone number of the Applicant is:

---

---

---

B. The name, address and telephone number of management contact is:

---

---

---

C. List the name, address and telephone number of the operator certified by the Arizona Department  
of Environmental Quality:

---

---

---

D. List the name, address and telephone number of the attorney for the Applicant:

---

---

---

E. Attach the following documents that apply to you:

1. Certificate of Good Standing (if corporation)

2. Corporate Resolution Authorizing this application (if required by the corporation's Articles of Incorporation)

F. Attach a legal description of the area requested by either **CADASTRAL** (quarter section description) or **Metes and Bounds** survey. References to parcels and docket numbers will not be accepted.

G. Attach a detailed map using the form provided as attachment B. Shade and outline the area requested. Also indicate the present certificated area by using different colors.

H. Attach a current balance sheet and profit and loss statement.

I. Provide the following information:

1. Indicate the estimated number of customers, by class, to be served in the new area in each of the next five years:

**Residential:**

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_ Fourth Year\_\_\_\_\_

Fifth Year\_\_\_\_\_

**Commercial:**

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_ Fourth Year\_\_\_\_\_

Fifth Year\_\_\_\_\_

**Industrial:**

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_ Fourth Year\_\_\_\_\_

Fifth Year\_\_\_\_\_

**Irrigation:**

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_ Fourth Year\_\_\_\_\_

Fifth Year\_\_\_\_\_

Other: (specify)

\_\_\_\_\_

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_ Fourth Year\_\_\_\_\_

Fifth Year\_\_\_\_\_

2. (**WATER ONLY**) Indicate the projected annual water consumption, in gallons, for each of the customer classes in the new area for each of the next five years:

**Residential:**

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_

Fourth Year\_\_\_\_\_ Fifth Year\_\_\_\_\_

**Commercial:**

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_

Fourth Year\_\_\_\_\_ Fifth Year\_\_\_\_\_

**Industrial:**

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_

Fourth Year\_\_\_\_\_ Fifth Year\_\_\_\_\_

**Irrigation:**

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_

Fourth Year\_\_\_\_\_ Fifth Year\_\_\_\_\_

3. Indicate the total estimated annual operating revenue from the new area for each of the next five years:

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_

Fourth Year\_\_\_\_\_ Fifth Year\_\_\_\_\_

- **Complete Attachment “D” (Water Use Data Sheet) for the past 13 months**

4. Indicate the total estimated annual operating expenses attributable to the new area for each of the next five years:

First Year\_\_\_\_\_ Second Year\_\_\_\_\_ Third Year\_\_\_\_\_

Fourth Year\_\_\_\_\_ Fifth Year\_\_\_\_\_

J. Total estimated cost to construct utility facilities to serve customers in the requested area:

\_\_\_\_\_

K. Explain method of financing utility facilities (see paragraph 8 of instructions)

\_\_\_\_\_

\_\_\_\_\_

L. Estimated starting and completion date of construction of utility facilities:

Starting date\_\_\_\_\_ Completion date\_\_\_\_\_

M. Attach the following permits:

1. Franchise from either the City or County for the area requested.
  2. Arizona Department of Environmental Quality or designee's approval to construct facilities.
  3. Arizona State Land Department approval. (If you are including any State land in your requested area this approval is needed.)
  4. U.S. Forest Service approval. (If you are including any U.S. Forest Service land in your requested area this approval is needed.)
  5. (WATER ONLY) If the area requested is within an Active Management Area, attach a copy of, either the utility's Designation of an Assured Water Supply, or the developer's Certificate of 100 Year Assured Water Supply issued by the Arizona Department of Water Resources.
- If the area requested is outside an Active Management Area, attach the developer's Adequacy Statement issued by the Arizona Department of Water Resources if applied for by the developer.

- If the area requested is outside an Active Management Area and the developer does not obtain an Adequacy Statement, provide sufficient detailed information to prove that adequate water exists to provide water to the area requested.

---

(Signature of Authorized Representative)

---

(Print or Type Name Here)

---

(Title)

SUBSCRIBED AND SWORN to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

---

NOTARY PUBLIC

My Commission Expires\_\_\_\_\_

**ATTACHMENT "A"**

**EXAMPLE ONLY**

(Company Name)

(Mailing Address)

(City or Town and Zip Code)

(Date)

Docket Control  
Arizona Corporation Commission  
1200 W. Washington St.  
Phoenix, Arizona

Attached is an application by (Name of Company) for (indicate the type of application this is for). The purpose of this application is to (Explain the purpose for and reasons behind the application).

---

(Type Name Here and Sign)



**ATTACHMENT "C"**

**PUBLIC NOTICE OF AN APPLICATION FOR AN  
EXTENSION OF ITS CERTIFICATE OF CONVENIENCE AND NECESSITY  
BY [name of Company]**

[Name of Company] has filed with the Arizona Corporation Commission ("Commission") an application for authority for an extension of its Certificate of Convenience and Necessity to provide [specific type of service] service. Our records indicate that you are either currently a customer of [Name of Company] or are a property owner in the proposed extension area. If the application is granted, [name of Company] would be the exclusive provider of [type of service] service to the proposed area. [Name of Company] will be required by the Commission to provide this service under the rates and charges and terms and conditions established by the Commission. The granting of the application would not necessarily prohibit an individual from providing service to themselves from individually owned facilities on their property. The application is available for inspection during regular business hours at the offices of the Commission in [Phoenix at 1200 West Washington Street/Tucson at 400 West Congress, North Building, Room 218], and at [name of Company and address].

The Commission will hold a hearing on this matter. As a property owner, or customer, you may be entitled to intervene in the proceeding. If you do not want to intervene, you may appear at the hearing and make a statement on your own behalf. You may contact the Commission at the address and telephone number listed below for the date and time of the hearing and for more information on intervention. You may not receive any further notice of the proceeding unless requested by you.

If you have any questions or concerns about this application or have any objections to its approval, or wish to make a statement in support of it, you may contact the Consumer Services Section of the Commission at [1200 West Washington Street, Phoenix, Arizona 85007 or call 1-800-222-7000/400 West Congress, North Building, Room 218, Tucson, Arizona 85701 or call 1-800-535-0148].

## ATTACHMENT ‘D’

# WATER USE DATA SHEET

<u>NAME OF COMPANY</u> _____➡	
ADEQ Public Water System No. _____➡	

[illegible]

Other Water Sources in Gallons per Minute →	<u>GPM</u>	
Fire Hydrants on System →	Yes	No
Total Water Pumped Last 13 Months (Gallons in Thousands) →		

## ATTACHMENT “B”

COUNTY	SECTION	TOWNSHIP	RANGE

[illegible]

**Type or Print Description Here:**

---

---

---

---